

**DOCUMENTATION TO SUPPORT FLU VACCINATION RECEIVED  
OUTSIDE OF THE STATE HEALTH BENEFITS PROGRAM IN ORDER TO  
RECEIVE COVA HEALTHAWARE “DO-RIGHT” HRA CREDIT**

COVA HealthAware Participant’s Name:	
ID Number:	

**Please indicate which option you wish to use to report your flu vaccination and provide the requested documentation.**

- ☐ Option 1: attach documentation which must include:
- Name of individual receiving the vaccine
  - Date of vaccination
  - Name of provider (e.g., facility, contractor)
  - Name and title of health care provider administering the vaccine

- ☐ Option 2: have the following information completed by the health care provider administering your flu vaccine.

Date flu vaccine was administered to the above-named health plan participant: \_\_\_\_\_

Name of provider/facility/contractor: \_\_\_\_\_

Signature and title of health care provider  
administering the vaccine:

\_\_\_\_\_  
Date

I certify that the information on this form or attached to this form is correct to the best of my knowledge.

Signature of COVA HealthAware Participant

\_\_\_\_\_  
Date

<b>NOTE: Please allow 60 days for your “do-right” credit to be funded in your HRA.</b>
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Send completed form to:

Do-Right Flu Shot Coordinator  
DHRM – Office of Health Benefits  
101 North 14<sup>th</sup> Street, 13<sup>th</sup> Floor  
Richmond, VA 23219  
Fax: 804-371-0231